### INTER-OFFICE COMMUNICA LONS

## Palm Beach County, Florida

DATE: August 7, 1985

TO: John Sansbury, County Administrator
Lisa Heasley, County Attorney's Office
Herb Kahlert, County Engineer
David Bludworth, State Attorney
Max Rudmann, Asst. Attorney General
Captain Cook, Sheriff's Dept. -Civil
Frank Schulz, Sheriff's Office
Bob Basehart, Planning, Zoning & Bldg.
Bob Palchanis, Building Division, Director
Sandy Sprague
Patty Young -4th District Court of Appeals
Law Library
County Library

FROM: John W. Dame, Chief Deputy Clerk

RE: PALM BEACH COUNTY ORDINANCE DISTRIBUTION

ORDINANCE NO. 85-24

TITLE REFERENCE:

Amend. Ord. 73-2; as amend; Zoning Code Repeal 402.8 (Abandonment of Plan), etc & add new Secs......

Signed

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JWD:

Attachment

\* cc: Commissioners, BCC

Clerk Minutes

\*If a complete copy of ordinance is needed, please advise this office and we will be happy to provide a copy.

#### ORDINANCE NO. 85-24

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, ZONING AMENDING THE CODE OF PALM BEACH AS AMENDED, AS ORDINANCE NO. COUNTY, 73-2, FOLLOWS: REPEALING SECTION 402.8 (ABANDONMENT PLAN); OF AMENDING SECTION 402.6 (TIME EXTENSIONS); ADDING A NEW SECTION 402.9 REVIEW OF DEVELOPMENT ( REGIII.AR APPROVALS); AMENDING SECTION 500.21 ( PLANNED UNIT DEVELOPMENT), E. 9. g. 2 (PHASING SUBSECTION CONTROLS); PROVIDING FOR REPEAL OF LAWS IN CONFLICT: PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE OF LAWS AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

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WHEREAS, Section 163.3194(1) of the Local Government Comprehensive Planning Act, Chapter 163 (Intergovernmental Programs), Section 163.3161 et seq. of Florida Statutes provides that "all land development regulations enacted or amended shall be consistent with the adopted comprehensive plan . . . "; and

WHEREAS, the Palm Beach County Comprehensive Plan, Ordinance 80-8, as amended, provides, as a general matter, that development should take place in a timely manner; and

WHEREAS, if the mandates of the Local Government Comprehensive Planning Act and the Palm Beach County Comprehensive Plan are to be met, an administrative process must be established in the Zoning Code to monitor the commencement of development after approval by the Board of County Commissioners; and

administrative process WHEREAS. the should include requirement that a report be prepared and submitted to the Board County Commissioners sitting as the Zoning Authority of Palm Beach County, which report should include: (1) an analysis of the current status of an approved development which has not commenced within a reasonable time; and (2) a recommendation of appropriate actions which may be taken if the development is to be brought into conformity with the Comprehensive Plan; and

WHEREAS. the administrative review process also recognize the substantive and procedural rights of land owners, thus requiring that appropriate appeals and other procedural

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protections be specified in the review program; and

WHEREAS, several sections of the Palm Beach County Zoning presently contain obsolete or inconsistent provisions relating to periodic review of development approvals which must repealed or reconciled in conjunction with creation of mandatory review system; and

WHEREAS, Chapters 125 and 163 of Florida Statutes grant to the Board of County Commissioners of Palm Beach County authority to adopt, amend, and enforce zoning regulations within the unincorporated area of Palm Beach County; and

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida, sitting as the Local Planning Agency, has determined that these proposed amendments to the Zoning Code consistent with the adopted Comprehensive Plan of Palm Beach County, as required by Chapter 163, Section 163.3194(2)(a) of Florida Statutes;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that:

SECTION 1. REPEAL OF SECTION 402.8 (ABANDONMENT OF PLAN). Section 402.8 (Abandonment of Plan) of Ordinance 73-2 (The Zoning Code of Palm Beach County, Florida) is hereby repealed.

SECTION 2 AMENDMENT OF SECTION 402.6 (TIME EXTENSIONS).

One of Section 402.6 (Time Extensions) Paragraph of Ordinance 73-2 (The Zoning Code of Palm Beach County, Florida) is amended to read as follows:

SECTION 402 6 TIME EXTENSIONS.

as provided in Section 402.9 (Mandatory Review Except <u>Development Approvals</u>), <u>i</u>In cases where the Board of Commissioners or any provisions of this Code have stipulated time limits for the completion or duration of a specific phase of development or activity, twelve (12) months extensions of time may be granted by the Planning, Zoning and Building Department upon a demonstration that progress is being made toward meeting

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requirements or that government agency or service delays are responsible for the extension request. In no case, however, shall such twelve (12) month extensions exceed two (2) in number totaling twenty-four (24) months in total duration of time, except that when government agency or service delays can be documented as the reason for failure to meet required the Board of County Commissioners may grant such extensions as necessary to offset government-caused delays. Failure to have complied with Commission requirements or to have filed a complete for new development approval prior to the expiration of the total time extension shall constitute an the development and approval. abandonment of In the event of such an abandonment of a Special Exception or Special Permit use, the original approval shall immediately become null and void.

SECTION 3. AMENDMENT OF ORDINANCE 73-2 (THE ZONING CODE OF PALM BEACH COUNTY, FLORIDA) BY ADDITION OF A NEW SECTION 402.9 (MANDATORY REVIEW OF DEVELOPMENT APPROVALS.

Ordinance 73-2 (The Zoning Code of Palm Beach County, Florida) is amended to add a new section, Section 402.9 (Mandatory Review of Development Approvals), as follows:

SECTION 402.9 MANDATORY REVIEW OF DEVELOPMENT APPROVALS.

A. PURPOSE AND INTENT.

the intent of the Board of County Commissioners to provide for public health, safety, and welfare by establishing procedures for mandatory review of development approvals. The Local Government Comprehensive Planning Act, Chapter 163 of Florida Statues provides that all development regulations shall be consistent with an adopted comprehensive plan. The Palm Beach Comprehensive Plan provides that development should take <u>place</u> in a timely manner. If this mandate is to <u>be</u> met, an administrative process must be established in the Zoning Code to: (1) monitor the commencement of development activity; and (2) <u>review</u> and submit recommendations <u>to</u> <u>the</u> Board of Commissioners regarding actions which should be taken to

Revised July 5, 1985

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compliance with Comprehensive Plan requirements.

Systematic monitoring and subsequent review of approved zoning actions will help implement the Comprehensive Plan in a number of ways, including:

- 1. Minimizing the creation of an artificially inflated inventory of residential, commercial, and industrial development which exceeds community needs as determined in the Comprehensive Plan.
- Enhancing the value and use of land in unincorporated Palm Beach County by identifying and providing a system to eliminate obsolete approvals which distort the official land use inventory. A periodic, mandatory purge of obsolete development approvals will permit demonstrably more timely, bona fide development to go forward.
- Encouraging compliance with improved performance and site design standards by providing a system whereby approved, but unbuilt, developments are subject to periodic review.

At the same time, the Board of County Commissioners recognizes that development is a complicated process. Despite bona fide efforts on the part of developers to proceed according to plans, unforeseen factors may influence the schedule at which development takes place. Administrative reviews must therefore be flexible enough to accommodate unforeseen circumstances.

The review procedure created in this Section establishes a flexible system for administrative review and monitoring of the progress of development. It does not qualify the property rights of land owners established by the laws of the State of Florida. It does, however, temporarily suspend the ability of property

owners who have not moved forward in a timely way to obtain permits even while a mandatory review is in progress. It provides for expeditious, fair hearings and other procedural protections prior to any decision by the Board of County Commissioners to initiate changes in land use regulations applicable to a particular property.

This Section is intended to apply to development approvals for which no regular review process presently exists. These include all so-called "straight" residential, commercial, and industrial rezonings and applications for special exceptions, including those in combination with a rezoning. This Section does not apply to approval of a planned unit development or to land uses subject to special permit requirements, which are governed by their own review procedures.

The mandatory review procedure established by this Section is not intended to be a condition precedent to the lawful exercise of zoning authority by the Board of County Commissioners of Palm Beach County.

B. DUTY TO COMMENCE DEVELOPMENT IN A TIMELY MANNER.

1. Unless otherwise provided in this Section, all development approved pursuant to this Code shall commence within twenty-four (24) months from the date of the resolution of the Board of County Commissioners approving

An approved development which does not commence within

County

<u>its allotted time period, including any administrative</u>

extensions which may be granted pursuant to this Section,

Commissioners to determine if its current zoning status

<u>be subject to review by the Board of</u>

3. Commencement of development shall consist of:

appropriate.

the development.

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shall

### a. Receipt of a valid building permit, and

Either initiation of bona fide site improvements, or comparable development activity. Bona fide site improvements or comparable development activity shall include any action whereby the property owner has vested his rights pursuant to the law of the State of Florida.

# C. DEVELOPMENT APPROVALS EXEMPT FROM THIS SECTION.

This Section shall not apply to:

- 1. except as provided therein, developments which are subject to the provisions of Section 500.21 (Planned Unit Development), Subsection E.9.g.2. (General Requirements and Special Regulations; Planned Unit Development Procedure; Final Master Land Use Plan Certification and Platting; Phasing Controls) of this Code; or
- developments which may be established only by receipt of a special permit pursuant to this Code.

### D. ADMINISTRATIVE EXTENSION OF TIME PERIOD.

1. PETITION FOR EXTENSION.

Prior to expiration of the initial twenty-four (24) month time Period. the owner of record or his agent may file a petition with the Executive Director for an administrative extension. The petition shall be made upon forms and in such manner as may be prescribed by the Department. The petition shall present sufficient information upon which a determination can be made that a bona fide effort has been made to commence development activity. Receipt of a valid building permit shall not by itself constitute sufficient evidence of a bona fide effort to commence development.

2. MAXIMUM ADMINISTRATIVE EXTENSION.

If he determines that a bona fide effort has been made to commence development activity, the Executive Director shall grant one (1) time extension for a period not to exceed twelve (12) months. The time extension shall run from the date on which the initial approval expires.

Except as provided in this Section, the combined time period during which development may proceed according to the terms of its original approval without review shall not exceed thirty-six (36) months from the date of the resolution of the Board of County Commissioners approving the development.

If his request for an administrative extension is granted, the owner of record shall be notified in writing of the decision and of the new time period during which development shall commence. Written notice shall consist of a letter sent by registered or certified mail, return receipt requested, to the last known address of the owner of record as it appears in the official records of the Palm Beach County Property Appraiser's Office. A copy of the letter shall be filed in the official records of the development maintained by the Department.

### 3. APPEAL OF DENIAL OF ADMINISTRATIVE EXTENSION.

If the Executive Director denies a petition for an administrative extension, the owner of record may appeal to the Board of County Commissioners sitting as the Zoning Authority of Palm Beach County. Appeal shall be made upon forms prescribed by the Department within thirty (30) days of mailing of written notice to the owner of record that the Executive Director has denied his petition for an administrative extension.

Written notice shall consist of a letter sent by registered

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or certified mail, return receipt requested, to the last known address of the owner of record as it appears in the official records of the Palm Beach County Property Appraiser's Office. Written notice shall include:

- a statement to the owner of record that his a. request for an administrative extension has denied and the reasons therefore:
- a statement of his right to appeal to the Board of County Commissioners within the time period stated above:
- c. a statement that failure to appeal will result in an administrative review of the development approval pursuant to the terms of this Section:
- notice of the availability of forms on which to make an appeal:
- notice of the date, time, and place of the e. hearing before the Board of County Commissioners at which his appeal may be heard; and
- f. such other information as may be necessary and appropriate to accomplish the goals of this Section.
- 4. DECISION BY THE BOARD OF COUNTY COMMISSIONERS.
  - Upon receipt of an appeal, the Board of County Commissioners shall either:
    - Affirm the decision of the Executive (1)Director, or
    - (2) Grant a time extension for a period not <u>t a</u>

exceed and upon the same terms as those provided 1 in Subsection D.2. above. 2 3 The decision of the Board of County Commissioners 4 shall be final. 5 6 The decision of the Board of County Commissioners 7 shall be rendered within sixty (60) days of receipt of 8 the appeal. If the Board of County Commissioners fails 9 to act within that time period, the appeal shall be 10 deemed to have been granted. 11 12 5. EXPIRATION OF BOARD-APPROVED ADMINISTRATIVE EXTENSION. 13 If development has not commenced at the time 14 administrative extension approved by the Board of County 15 Commissioners expires, the provisions of Subsection E. 16 below, shall apply. 17 18 <u>E</u>\_ MANDATORY REVIEW OF DEVELOPMENT APPROVALS. 19 1. STATUS REPORT AND RECOMMENDATION OF THE EXECUTIVE 20 DIRECTOR: . 21 22 CONTENTS. 23 The Executive Director shall prepare and submit a 24 status report to the Board of County Commissioners 25 sitting as the Zoning Authority notifying them of the 26 status of each development approval subject to this 27 section. The report shall summarize the history and 28 current status of the development, and shall include a 29 recommendation of proposed action by the Board of 30 County Commissioners, 31 32 b. DECISION MAKING FACTORS. 33 In making recommendations, the Executive Director shall 34 35 consider the same factors applicable to a review by the

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Board of County Commissioners which are indicated in

Subs	ecti	on	F 5	below.
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c. TIMELY SUBMISSION.

The status report shall be submitted by the Executive Director to the Board of County Commissioners sitting as the Zoning Authority of Palm Beach County at the first meeting following expiration of any required time period established by this section.

### 3. NOTICE REQUIREMENTS.

a. MAIL NOTICE.

The owner of record shall be notified in writing of the Executive Director's status report and recommendation to the Board of County Commissioners. Written notice shall consist of a letter sent by registered or certified mail. return receipt requested, to the last known address of the owner of record as it appears in the official records of the Palm Beach County Property Appraiser's Office.

Written notice shall include:

- (1) a statement that the time period has expired and that his development shall be subject to review;
- (2) a summary of the status report of the Executive Director and his recommendation to the Board of County Commissioners.
- (3) a statement that review may result in a direction to staff by the Board of County Commissioners to initiate a petition to rezone the property including the extinction of any approved

special	exception:
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(4) notice of the date, time, and place of the hearing before the Board of County Commissioners which the report and recommendation of Executive Director will be heard:

(5) a statement of his right to appear and to <u>Present</u> relevant information to rebut or to supplement the report of the Executive Director; and

such other information as may be necessary (6)and appropriate to accomplish the goals of Section.

### b. NEWSPAPER PUBLICATION.

In addition to notice mailed to the owner of record, notice that a hearing will take place pursuant to this Section shall be published in a newspaper of general circulation, as provided in Section 402.4.D (Notice and Hearing), Subsection 1.a (Publication of Notice) of this Code.

EFFECT OF MANDATORY REVIEW ON OFFICIAL ACTIONS 4. AFFECTING THE PROPERTY.

Upon expiration of any time period established by this section during which development must commence, no new development permits affecting the property shall be issued by Palm Beach County until a final determination made by the Board of County Commissioners pursuant to Subsections E.5 and E.6, below.

<u>b</u>.\_ If <u>the decision of the</u> Board ofCounty

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Commissioners is to direct staff to initiate a petition to rezone the property, as provided in Subsection E.6.a(1), below, no new development permits shall be issued for the property until completion of the rezoning process. If the decision of the Board of County Commissioners is to grant an extraordinary time extension, as provided in Subsection E.6.a(2), below, the issuance of new development permits shall immediately resume.

The term "development permit" shall mean as the term is defined in Chapter 163.3161 et seq. (Local Government Comprehensive Planning Act), Subsection 163.3164(6) (Definitions) of Florida Statutes, as amended.

d. Prior to or upon expiration of any time period established by this section during which development must commence, a document shall be filed with the Clerk of the Circuit Court to be placed with the records governing title to the property. The document shall give record notice that:

(1) the development has not proceeded in a timely manner:

- (2) a review of the project will be conducted pursuant to the terms of this section:
- (3) until the review is completed, no new development permits shall be issued by Palm Beach County; and
- (4) such other information as may be reasonable and necessary to afford adequate record notice of the effect of this section on the rights of

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property indicating:

(1) that all rights created by the original approval have been restored;

the original development approval

reactivated through the granting of an administrative

extension, through the granting of an extraordinary

extension, or through the failure of the Board of

County Commissioners to act on the staff recommendation

within the proscribed time period, a second document

shall be filed with the Clerk of the Circuit Court to

be placed with the records governing title to the

- (2) the new time period during which development must take place according to the terms of the original approval; and
- (3) such other information as may be reasonable and necessary to afford adequate record notice of the effect of this section on the rights of property owners.
- 5. REVIEW BY THE BOARD OF COUNTY COMMISSIONERS.
  - a. The Board of County Commissioners shall consider the status report and the recommendations of the Executive Director, and such other information that may be submitted by the owner of record or his agent or by the public-at-large in the public hearing.
  - b. In its deliberation, the Board of County

    Commissioners shall consider such factors as:
    - (1) the consistency of the proposed development

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1	with the Comprehensive Plan;
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3	(2) the compatibility of the existing zoning or
4	special exception with surrounding or proposed
5	zoning or land uses;
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7	(3) the consistency of the property's approved
8	residential density or land use intensity with
9	that of surrounding or proposed zoning or land
10	uses:
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12	(4) the demonstrated, continuing need for the
13	approved, non-residential land use;
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15	(5) the ability of the approved development to
16	meet current performance standards;
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18	(6) the existence of extraordinary mitigating
19	factors which may justify the granting of a
20	further administrative extension; and
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22	(7) such other factors as may be relevant to a
23	<u>full and fair determination of the continued</u>
24	timeliness of the zoning classification.
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26	6. DECISION OF THE BOARD OF COUNTY COMMISSIONERS.
27	a. After deliberation, the Board of County
28	Commissioners shall either:
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30	(1) <u>Direct staff to initiate a petition to rezone</u>
31	the property to an appropriate district, including
32	<u>extinction</u> of an approved special exception, as
33	provided in Section 401 (Application Procedure for
34	<u>All Petitions) of this Code; or</u>
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36	(2) <u>Grant an extraordinary time extension for a</u>

period not to exceed twelve (12) months during which development shall commence according to the terms of its original approval. The term of the extraordinary time extension shall commence upon the date of expiration of the original approval, including any time extensions approved pursuant to this Section.

b. The decision of the Board of County Commissioners shall be rendered within sixty (60) days of receipt of the report of the Executive Director. If the Board of County Commissioners fails to act within that time period, the development shall be deemed to be timely and the provisions of Subsection E.6.a(2), above, shall apply.

7. EXPIRATION OF EXTRAORDINARY TIME EXTENSIONS.

If development has not commenced upon the expiration of an extraordinary time extension approved by the Board of County Commissioners, the development approval shall be reviewed as provided in Subsection E.1, above.

F. DELEGATION OF ADMINISTRATIVE RESPONSIBILITIES.

Responsibilities assigned by this section to the Executive Director of the Department of Planning, Zoning, and Building may be delegated by him to subordinates within the Department, as appropriate.

G. NO EFFECT ON ZONING AUTHORITY.

The provisions of this Section shall not impair or in any way qualify the zoning authority of Palm Beach County, as established in the Statutes of the State of Florida, or in this Code, or otherwise by law.

SECTION 4. AMENDMENT OF SECTION 500.21 (PLANNED UNIT

Revised July 5, 1985

DEVELOPMENTS), SUBSECTION E. 9. g. 2 (General Requirements and Special Regulations; Planned Unit Development Procedure; Final Master Land Use Plan Certification and Platting; Phasing Controls).

Subparagraph E. 9. g. 2 (General Requirements and Special Regulations; Planned Unit Development Procedure; Final Master Land Use Plan Certification and Platting; Phasing Controls) of Section 500.21 (Planned Unit Development) of the Palm Beach County Zoning Code, Ordinance 73-2, as amended, is hereby amended to insert the highlighted sentence in the place indicated:

SECTION 500.21 PLANNED UNIT DEVELOPMENT.

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- E. GENERAL REQUIREMENTS AND SPECIAL REGULATIONS.
- - PLANNED UNIT DEVELOPMENT PROCEDURE.
  - g. FINAL MASTER LAND USE PLAN CERTIFICATION AND PLATTING.

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(2) PHASING CONTROLS.

If the Final Master Land Use Plan is to be developed in phases or stages requiring more than one (1) final plat, successive plats must be filed so that construction and development shall be of a reasonably continuous nature; but in no event shall more than two (2) years plus one (1) additional two (2) year extension period elapse between the filing of successive plats. Upon the expiration of any time period established by this section. the approval for the planned unit development shall be subject to mandatory review as provided in Section 402.9 E of this Code.

SECTION 5. REPEAL OF LAWS IN CONFLICT.

All local laws and ordinances applying to Palm Beach County 1 with any provisions of this ordinance 2 repealed. 3 4 SECTION 6. SEVERABILITY. 5 Should any section, paragraph, sentence, clause, or word of 6 this ordinance be held to be unconstitutional, inoperative, 7 void, such holding shall not affect the validity of the remainder 8 of this ordinance. 9 10 INCLUSION IN CODE. SECTION 7. 11 provisions of this ordinance shall become and be made a The 12 the Code of Laws and Ordinances of Palm Beach County, part of 13 Florida, and the various sections may be retitled, renumbered, or 14 relettered to accomplish this purpose. 15 16 SECTION 8. EFFECTIVE DATE. 17 The provisions of this ordinance shall become effective 18 January 1, 1986. 19 20 APPROVED AND ADOPTED by the Board of County Commissioners of 21 Palm Beach County, Florida, on this 23rd day of July, 1985. 22 PALM BEACH COUNTY, FLORIDA, BY ITS 23 BOARD OF COUNTY COMMISSIONERS: 24 25 26 Chairman Acknowledged by the Department of State of the State of Florida, 27 on this <u>lst</u> day of <u>August</u>, 1985. Acknowledgment from the Department of State of the State 28 Florida, this 5th day of August, 1985, at 3:53 P. M., and 29 the Office of the Clerk of the Board of filed in 30 Commissioners of Palm Beach County, Florida. 31 32 EFFECTIVE DATE: January 1, 1986 APPROVED AS TO FORM AND LEGAL SUFFICIENCY: 33 STATE OF FLORIDA, COUNTY OF PALM BEACH 34 35 36 JOHN B. DUNKLE, Clerk Revised July 5, 1985 17 By: \_

I, JOHN B. DUNKLE, ex-officio Clerk of the Board of County Commissioners certify this to be a true and correct copy of the original filed in my office on July 23, 1985 DATED at West Palm Beach, FL on 8/3/85 Deputy Elerk

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